

## **Mary's River Estates Road District Budget Meeting w/ Monthly Meeting following**

**Date: June 8, 2023** Zoom meeting hosted by Debbie

Approved July 6, 2023

Meeting will be recorded for the purpose of note taking by secretary. Recording will be kept for one year on personal computer and approved written minutes will be kept on website indefinitely.

**Attendees:** Budget Committee Members: Budget Officer: Debbie Jackson (Treasurer), Joe Chambers, (President), Sandy Chapman (Secretary), Kevin Cornelius, Val Bach, TR Gregg; community member: Sam Vuchinich

**Call to order:** 7:08 PM by Joe

**Additions/deletions to minutes:** none

**Review minutes/approval:** Budget Meeting June 5, 2023

### **Presentation of public input sent to Commissioners:**

Sandy screenshares the list of suggestions from the community for this budget year that was written up by Joe:

### **Budget Committee Updates & Suggestions:**

Pay for new fire pump

Cut back trees/branches for required road clearances

Widen roads for to meet Oregon safety standards

Establish a long-term (cycled) maintenance plan for road district repairs.

Establish a long-term plan for road improvements requested by homeowners.

Replace one steel culvert on back part of Iris Circle

Speed indicators with posts

Walking path trail. Area from Daisy through curves.

Turn around on top of Tansy to allow for garbage trucks and emergency vehicles

Chip seal the hill

Standard maintenance (dust seal, mowing, ditch cleaning, sweeping striping etc.)

Second coat of chip seal on Queen Anne

Repair and crack seal Daisy in prep. of chip sealing next summer or summer of 2025.

**Budget officer presents proposed budget/recommended tax rate:**

Debbie screenshares proposed budget and goes over the main projects to be done in the FY 23-24 budget. The main projects are the single layer chipseal and fog seal of MRE from Hwy 20 to Brightstar with new fog and center lines needing to be applied afterwards. Queen Anne will have a single layer chip seal over that to protect and maintain what the first chip seal accomplished. Crack seal applied to the rest of Daisy (not done last year), Columbine and the paved surfaces of Iris Circle in preparation for chip seal to those roads in FY 24-25. Dust seal and roadbed work on the gravel of Iris. Total being \$150,203.00. Smaller Projects including regular maintenance, ditch work and shoulder work and repair and others for a total of \$45,577.00. This covers most of the items on the "updates and suggestions list" from the community. 3% contingency for a total Budget for FY 23-24 of \$201,780.00. As of May 8, 2023 we have \$173,682.00 on hand. We will be getting tax money starting in November and other bids and delays in projects we will have the dollars to do the FY 23-24 projects. Meanwhile we can go ahead with the major projects and get other projects done as that money comes in. Debbie continues with screenshare of the Resolution Adopting the Budget and the LB-50 with the intent to impose for FY 2023-2024 the tax of \$2.9414/\$1000.00 which is within the permanent tax limit.

Copies to be entered under the budget tab on MRERD website.

**Public comment on the proposed budget and tax rate:**

Sam says overall budget seems reasonable, but is concerned about the continued problem with the potholes that are 5-6 inches deep on Iris at the end of the driveway near the culvert. Daisy is getting chip sealed and he is still dealing with potholes. Joe explains that fixing them are in this budget, under the road and grading work on Iris Circle. Discussion: Sam says that there is a problem with water at this spot. Debbie: A more extensive repair is to be done at the pothole area. TR: a discussion with contractors has been done for a more in-depth repair. Val adds that now it is too dry to do anything that is recommended such as a deep dig-out and compaction with different gravels until fall when it rains. We are in agreement with Sam that it does need repair. And a longer-term solution is in the works with the commissioners. No more public input.

**Budget committee discussion/final changes/edits to budget or tax rate:**

NONE

TR makes motion to vote and accept the budget. Debbie seconds. Joe: All in favor with proceeding with the budget as planned? All Budget Committee members agree. Joe: the budget is approved and will be taken to the regular monthly meeting.

Transitioning to

### **MRERD MONTHLY MEETING JUNE 8, 2023**

**Ateendees:** Joe Chambers, (President), Debbie Jackson (Treasurer), Sandy Chapman (Secretary), Kevin Cornelius, Val Bach, TR Gregg, Sam Vuchinich

**Additions/Deletions to agenda:** Sandy: action items not on the agenda.

**Review Minutes/approval:** April 13, 2023 carried forward and May 11, 2023. Sandy: In regards to the April 13, minutes that was in regards to situation with the quotes. She talked with SDAO and received information on the issue. Sandy moves that the quotes in question be removed and the leave it otherwise as stated. Joe seconds the motion. All in favor? All commissioners agree. Debbie: she has no changes to the May 11, notes. Joe has no changes and moves to approve the minutes. Debbie seconds. Joe All in favor? All commissioners agree.

### **Financial Report and Email:**

Report by Debbie, Treasurer

Mail from OR Secretary of State Division of Audits from audit manager she spoke with about our insurance coverage. Letter says we filed late (because we had the inquiry) so please file within 90 days. They want a physical address on LB-50 form and form filed with the OR Sec of State Audits. Debbie will change these to her physical address instead of a PO Box. The fidelity bond was changed from \$100,000.00 to \$250,000.00. They want all names of the persons or "all district board members" covered by the bond. Basically, we fixed the problems with the bond.

### **Financial:**

Debbie screenshared:

- 1) MRERD Income/Expenses by Category YTD: 07/01/2022 through 06/02/2023

### **INCOME:**

Interest Inc	\$	3,638.19
Other Income	\$	18.10
Taxes Received	\$	123,043.65
<b><u>TOTAL INCOME</u></b>	<b>\$</b>	<b><u>126,699.94</u></b>



**Tree/limbing: ride around with fire department:** Sandy went around with the Assistant Fire Chief Rich Saalaas and it was determined that for the most part the heights of the trees over the roadways were adequate except for a few places at the edge of the roads with a clearance of 15' 6" required. The trees in the middle of the turnout on Iris need to be cut down. He sent her an email with clarification on the width of the turn outs needing to be 40' wide, tapered at both ends. They can be longer and wider. Other places where we can not get a full 40' without a lot of engineering and rock; these would be considered PULLOUTS VS turnouts. Width of the turnouts need to be wide enough for 2 firetrucks to go side by side which Rich states is a width of 20'. That is why the trees need to come out of the turnout because the trees are in the way of the 20' width. He said the fire dept can work with what we have done to date. Question asked on the NO Parking signs in each of the turnouts and he did not respond to that yet. We have approx. 7 turnouts/pullouts. We still need to determine where we want the speed limits signs. **Action Item:** Sandy Re-contact Benton County for an estimate on the NO PARKING and SPEED LIMIT SIGNS.

**Determination of Pavco scope of work:** Pavco does not do chip seal, but they gave Sandy the name of a company that does. TR sent out 7 RFPs for chip seal to companies, 3 responded and only 1 continued with a conversation to do the work. It is time sensitive to get the formal proposal signed and then begin to coordinate with the company to get it started. Sandy: In that regards we need to approve the estimate that we have received. Debbie makes motion to approve the estimate from Pavco for \$129,903.00. for the chip seal projects. Sandy seconds motion. Joe: All in favor? All Commissioners agree. Motion is carried. TR needs a Commissioner to sign the contract and send him a PDF copy. **Action Item:** Joe agrees to do so. **Action Item:** TR will report to the Commissioners when he gets a confirmation of the company schedule.

**Mowing/ ditching:** Sandy took ride around with Adam May and he felt there was a lot of ditching work that needed to be done on Daisy Drive and some on MRE that would take about a day to do it all. Estimate a 9-hour job with the use of a dump truck. The estimate was \$5,050.00 for the grass mowing and ditching. Debbie makes motion to approve "a not to exceed" new estimate. Sandy seconds. Joe All prove? All Commissioners agree. The ditching was going to be in 2<sup>nd</sup> to 3<sup>rd</sup> week July and the grass mowing about the 3<sup>rd</sup> week in June. Separate price for mowing was \$2,400. **Action item:** Sandy will contact Adam May with approval of the adjusted estimate for mowing and ditching.

**Road conditions report from Joe:** Joe provide a few links for people to get road conditions. There is not anything that is cost effective than what we have already done with our freezing road signs. Everything else is cost prohibitive for maintenance once it is installed. He does not think there is anything else we can do with reporting on road conditions. Discussion: Enlist someone to walk down to the road and report. Nothing is stopping a private citizen from creating a road condition and posting it on their blog. A

formal road committee sanctioned project is probably going to go nowhere. It would be helpful if someone would be able to do it. If someone did it on their own it would not be a problem to create space on the website for it to be done. Maybe just send out a notice on Google Groups about the idea for the project on a weather station and/or webcam.

**Iris grading/graveling/potholes RFP's: James' report:** No report from James on the laser report. But he was going to put in a bid for Iris, but could not get a water truck for this summer to do the work.

**RFP's on chip seal project:** RFP's done for chip seal.

Need for RFP for shoulder work on Daisy, Iris and corner junction of MRE/Columbine/Daisy. RFP to be done by Val for crack seal of paved roads needing to be done. With only one company responding last year we can just go to the company without an RFP if it is under \$10,000.00. Also, with the re-striping of MRE after the chipseal is done. **Action Item:** Sandy will call Salem Seal Coat and A-1 Striping for estimates on crack seal and striping projects.

How do we progress with Daisy shoulder work and the other shoulder work projects. Sandy TR and Kevin looked at the problem of the road getting undermined on Daisy because there is no shoulder, the land just falls off from the road. TR says we need an engineering co. to look at the Daisy Drive problem for a "solution study" and write up a formal RFP for us. Kevin agrees, he says it needs a consult by an engineer.

### **Open Forum:**

Debbie wants to thank the members of the budget committee volunteers that did so much work and kept things moving along! A round of applause for everyone.

8:24 Joe moves to close the meeting. Debbie seconds, all Commissioners agree.